

**Enrolled Minutes of the Seventh Regular Meeting or Special Meeting
For the Thirtieth Highland Town Council Regular Plenary
Business Meeting (In person) Monday, April 8, 2024**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, April 8, 2024 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

*This meeting was convened as an in person meeting and lived streamed to the Town of Highland Facebook. Facebook permits the public to observe and record the proceedings but allows no interaction between and among the Town Council and members of the public. The public is able to participate in person. Councilor Doug Turich, Councilor Tom Black and Councilor Philip Scheeringa all participated in person. Councilor George Georgeff and Councilor Alex Robertson were absent.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding in the plenary meeting room before the president called the meeting to order.

The Town Council President Philip Scheeringa presided over the meeting. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Philip Scheeringa reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Doug Turich, Thomas Black, Philip Scheeringa were present. Councilors George Georgeff and Alex Robertson were absent. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

Additional Officials Present: Alex Brown, CPRP, Superintendent of Parks and Recreation; Metropolitan Police Chief Ralph Potesta; John Reed, Reed, Attorney with Abrahamson, Reed & Bils; Redevelopment Director Maria Becerra; Mike Pipta, Fire Chief; Ed Dabrowski, Director of Information Technology and Mark Knesek, Public Works Director were present. Kenneth J. Mika, Building Commissioner was absent.

Guests: Theresa Badovich (remotely) and Robin Carlascio (remotely) of the Idea Factory were also present.

Minutes of the Previous Meetings: The minutes of the March 25, 2024 Plenary meeting were approved by general consent.

Special Orders:

1. **Presentation from Dan Botich of DEF Consulting.** Mr. Botich was invited by the Redevelopment Department to present the Annual Redevelopment Report. Per I.C. 36-7-14-13, the Redevelopment Commission's Annual Report must be uploaded into Gateway no later than April 15th of the following year. Mr. Botich distributed the report to the Council and gave a brief summary of the report. He

advised that the Fiscal Body does not have to approve but simply acknowledge they received a copy of the report, which Mr. Botich was more of a formality. Once acknowledged by the Executive Body, the Clerk-Treasurer will then upload the Annual Report into Gateway.

Councilor Black acknowledged receipt of the FY 2023 Annual Report of the Redevelopment Commission.



**TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION**

FY 2023 Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and
Designated Allocation Areas
(Pursuant to Indiana Code 36-7-14-13 and Indiana Code 36-7-14.5-9)

Fiscal Year 2023
January 1, 2023 through December 31, 2023

April 1, 2024

Prepared for:
Maria Becerra, Redevelopment Director and the
Highland Redevelopment Commission

Prepared by:
D | Development
E | Economic
F | Finance
Development Economic Finance
Consulting LLC

Dan Botich, President + Development Economic Finance Professional
Development Economic Finance LLC

TABLE OF CONTENTS

SECTION of the Report	Page
Table of Contents	i
Transmittal Letter to Fiscal Body (the Town of Highland, Indiana Common Council)	ii
Certificate of the Clerk- Treasurer	iii
ANNUAL REPORT for FY 2023	
I. Purpose of the Report	1
II. Redevelopment Department and Commission Establishment	1
III. Members and Officers	2
IV. Standing Committees	3
V. Commission Meetings	4
VI. Commission Staff	5
VII. Professional Services	5
VIII. FY 2023 Resolution Action	5
APPENDIX A: Summary of Commission Resolutions	A-1
IX. FY 2023 Goals	6
X. Summary of Commission Funds for FY 2023	7
APPENDIX B: Detail of Fund Financial Reports for FY 2023	B-1
XI. Outstanding Obligations	7
APPENDIX C: Outstanding Obligation Debt Service Schedules	C-1
XII. Accounting of Tax Increment Revenue Granted or Loaned to and Entity	8
XIII. FY 2023 Distributions of Tax Increment Revenue	9
XIV. Individual Components and Assessment Schedules by Allocation Area	9
APPENDIX D: Individual Components and Assessment Date Schedules	D-1
XV. Reference Maps of Designated Allocation Areas in the Redevelopment District	9
APPENDIX E: Reference Maps of Designated Allocation Areas	E-1
XVI. FY 2023 Annual Report Contact Information	10

Redevelopment Commission TOWN OF HIGHLAND

3333 Ridge Road ♦ Highland, Indiana 46322 ♦ 219-972-7598 ♦ fax 219-972-5097

April 1, 2024

Mr. Philip Scheeringa, President
Common Council
Highland Municipal Building
3333 Ridge Road
Highland, Indiana 46322

Dear Council President Scheeringa,

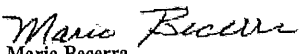
In accordance with Indiana Code 36-7-14-13 and Indiana Code 36-7-14.5-9, as amended, the Town of Highland, Indiana Redevelopment Commission (Commission) shall file with the Department of Local Government Finance (DLGF), an annual report (Report) setting out Commission activities during the preceding calendar year, by April 15, 2024. The Commission must also report on the activities of each designated allocation area within the Highland Redevelopment District for the previous year.

In addition, a copy of this Report must be submitted to DLGF in electronic format under Indiana Code 5-14-6 titled Electronic Transmission of Reports to the General Assembly. The DLGF requires that the Commission submit its report through the Indiana Gateway for Government Units ("Gateway").

Therefore, enclosed is Commission's FY 2024 Annual Report describing the activities of the Commission for the previous fiscal year ending December 31, 2023 pursuant to Indiana Code 36-7-14-13 and Indiana Code 36-7-14.5-9.

Should you have any questions or would like additional information, please contact me.

Respectfully,


Maria Becerra
Redevelopment Director
Highland Redevelopment Commission

Enclosure

cc: Mark Herak, Clerk-Treasurer, Town of Highland
Members of the Highland Redevelopment Commission
John P. Reed, Legal Counsel to the Commission and the Town Common Council

CERTIFICATE OF THE CLERK-TREASURER

State of Indiana)
) SS:
County of Lake)

I, the undersigned duly elected official and serving Clerk-Treasurer of the Town of Highland, Lake County, Indiana ("Town"), having offered affirmation upon my oath, do hereby certify as follows:

1. That as the Clerk-Treasurer of the Town, I serve as both fiscal officer and disbursing officer for the Town as a political subdivision.
2. That, as treasurer of the Highland Redevelopment Commission pursuant to Indiana Code 36-7-14-8(b), I have reviewed the FY 2023 Annual Report as prepared in accordance with Indiana Code 36-7-14-13 by the Highland Redevelopment Commission.
3. That I make this certificate for the purposes of affirming to the President of the Common Council of the Town as the municipal executive, the Common Council as the fiscal body of the Town and the Department of Local Government Finance ("DLGF") as to this review and the financial data contained in the attached FY 2024 Annual Report of the Commission and presenting it as the report in satisfaction of Indiana Code 36-7-14, more specifically Sections 8(b), and Section 13(a), 13(b) and 13(c).
4. That financial data represented in this FY 2024 Annual Report of the Commission for the fiscal year ending December 31, 2023 to which this certificate refers, to the best of my knowledge and belief, ties to the financial records of the Town, which are in my custody and care as the financial officer of the Town and its executive departments, which includes the Redevelopment Department of the Town, pursuant to Indiana Code 36-5-6, et seq., Indiana Code 36-7-14-8, and Indiana Code 36-7-14-13.

IN WITNESS WHEREOF, I hereto set my hand and the Corporate Seal of the Town of Highland, Lake County, Indiana this ____ day of April 2024. I certify that I am duly elected, qualified and serving as the Clerk-Treasurer for the Town, and as such empowered pursuant to Indiana Code 33-42-4-1 and Indiana Code 36-5-6-5 to make such acknowledgement.

Authority Expiration: The Director of the Lake County Combined Board certified my election as the Clerk-Treasurer of the Town of Highland, Lake County, Indiana. I was qualified to office upon my oath as administered to serve a four-year term as Clerk-Treasurer for the Town, and until a successor is elected and qualified, pursuant to Indiana Code 36-5-6-2(b).

Mark Herak, Clerk-Treasurer
Town of Highland, Lake County, Indiana

SECTION I

Purpose of the Report

On March 19, 2012, Governor Mitch Daniels signed into law Senate Enrollment Act 19 ("SEA 19"), which amended Indiana Code ("IC") 36-7-14-13 and specified additional reporting requirements for redevelopment commissions and required redevelopment commissions to submit copies of required reports to the Indiana Department of Local Government Finance (the "DLGF").

Pursuant to IC 36-7-14-13(a) as amended under SEA 567-2015 [P.L. 5-2015, Section 67 and P.L. 87-2015, Section 2], the commissioners or their designees of the Town of Highland, Indiana (the "Town") Redevelopment Commission (the "Commission") not later than April 15 of each year shall file with the unit's executive and its fiscal body a report setting out their activities during the preceding calendar year.

The report shall include, in accordance with IC 36-7-14-13(b) the following information:

- The names of the then qualified and acting commissioners.
- The names of the officers of the Commission.
- The number of regular employees and their fixed salaries or compensation.
- The amount of the expenditures made during the preceding year and their general purpose.
- An accounting of tax increment revenues expended by any entity receiving the tax increment revenues as a grant or loan from the Commission.
- The amount of funds on hand at the close of the calendar year.
- Other information necessary to disclose the activities of the Commissioners and the results obtained.

In accordance with IC 36-7-14-13(d), a copy of the report as filed under IC 36-7-14-13(a) must be submitted to the DLGF in an electronic format under IC 5-14-6 titled Electronic Transmission of Reports to the General Assembly. The DLGF requires that the Commission submit its report through the Indiana Gateway for Government Units ("Gateway").¹

The purpose of this Annual Report of the Commissioners: Fiscal Year Ending December 31, 2023 (the "2024 Annual Report") is to meet the statutory disclosure and filing requirements in accordance with IC 36-7-14-13 and the filing requirement pursuant to DLGF Memorandum dated January 21, 2016.

SECTION II

Redevelopment Department and Commission Establishment

Pursuant to the Highland Municipal Code, as amended through December 31, 2023, Chapter 14.10 titled "Department of Redevelopment and Redevelopment Commission", more specifically Section 14.10.020(a):

"There is established a department of redevelopment in the town, to be controlled by and pursuant to the provisions of IC 36-7-14-1 through 36-7-14-52 as may be amended from time to time. The department is composed of the Highland redevelopment commission and such persons it may employ."

The Department and the Commission were established by the Council to overcome and alleviate conditions that created "areas needing redevelopment" in designated areas of the Town through new development, redevelopment and rehabilitation activities des

¹ Memorandum dated January 9, 2014 from Micah G. Vincent, Commissioner of the Indiana Department of Local Government Finance, to redevelopment commissions discussing new reporting requirements for 2014 for redevelopment commissions. A follow-up Memorandum dated January 21, 2016 from Geoff Kuester, Director of Data Analysis titled 2016 TIF Management Application Launched discussed the revisions in reporting requirements for 2016 pursuant to SEA 567-2016.



igned to improve economic and physical conditions under its jurisdiction (the "Redevelopment District") – which is coterminous with the corporate boundaries of the Town² – in accordance with IC 36-7-14 titled "Redevelopment of Areas Needing Redevelopment Generally; Redevelopment Commissions" and IC 36-7-25 titled "Additional Powers of Redevelopment Commissions" (together, the "Acts").

It is the duty of the Commission in accordance with IC 36-7-14-11 to:

- Investigate, study, and survey areas needing redevelopment within the Redevelopment District.
- Investigate, study, and determine, to the extent possible, combat the causes of areas needing redevelopment.
- Promote the uses of land in the manner that best serves the interests of the Redevelopment District and its inhabitants.
- Cooperate with the Town, its departments and other governmental entities and agencies in the manner that best serves the purposes of the Acts.
- Make findings and reports on their activity under the Acts and to keep reports open to inspection by the public at offices of the Department and/or the Commission.
- Select and acquire the areas needing redevelopment to be redeveloped under the Acts.
- Replan and dispose of areas needing redevelopment in the manner that best serves the social and economic interests of the Redevelopment District and its inhabitants.

The Commission is a separate, legal entity; however, the Council serves as the legislative body, approving legislative actions of the Commission and is the fiscal body of the Town.

The Redevelopment Director coordinates budget and reporting requirements, along with the preparation of the Commission meeting agendas, notifications, and minutes as well as the daily administration and management of the Department on behalf of the Commission.

The Commission retains various professional services to provide guidance and advice to the Commission related to legal, financial matters, financial reporting and economic development-finance as it relates to tax increment revenue from designated allocation areas of the Redevelopment District, as well as other redevelopment and economic development planning and strategic matters.

SECTION III

Members and Officers

Qualifications to be a member of the Commission include, in accordance with IC 36-7-14-7(d), that each Commission member shall be at least 18 years of age and a resident of the Town.

The terms of office shall be in accordance with IC 36-7-14-7 with each Commission member, upon taking and subscribing to an oath of office as certified with the Clerk-Treasurer, serving for a period of one year from the first day of January after appointment and until a qualified successor is appointed.

The Commission is comprised of five members as appointees by the appropriate appointing authorities in accordance with IC 36-7-14-6.1. The following individuals were qualified and appointed as Commission members ("Commissioners") during fiscal year 2023.

Commissioner	Commissioner	Commissioner	Commissioner	Commissioner
Sean Conley 1-1-2023 to 12-31-2023	George Georgeff 1-1-2023 to 12-31-2023	Bill Leap 1-1-2023 to 7-31-2023	Tom Black 1-1-2023 to 12-31-2023	Alex Robertson 1-1-2023 to 12-1-2023
		Vacant 8-1-2023 to 12-31-2023		Vacant 12-2-2023 to 12-31-2023

² Highland Municipal Ordinance, Chapter 14.10 titled "Department of Redevelopment and Redevelopment Commission", more specifically Section 14.10.020(c), [Ordinance 1627, §1, 2016].

Furthermore, in accordance with IC 36-7-14-6.1(a) the municipal executive (President of the Council) shall also appoint an individual to serve as a nonvoting advisor to the Commission beginning July 1, 2008. Pursuant to Section 6.1(d), the nonvoting member must also be a member of a school board of a school corporation that includes all or part the Redevelopment District, serving for a term of two (2) years or until a successor is appointed and at the pleasure of the appointing authority.

The municipal executive (the President of the Council) appointed the following nonvoting advisor for terms ending December 31, 2023:

- Patrick Krull (Highland Town School Corporation)

Commission Officers

The members of the Commission nominated and elected the following from its membership as Commission officers for the period of January 1, 2023 through December 31, 2023.

Commissioner	Office Held	Term
Sean Conley	President	01-01-2023 through 12-31-2023
Tom Black	Vice-President	01-01-2023 through 12-31-2023
Bill Leep	Secretary	01-01-2023 through 7-31-2023
George Georgeff		08-01-2023 through 12-31-2023

Treasurer of the Commission

Pursuant to IC 36-7-14-7.1 effective January 1, 2016, the fiscal officer of the unit establishing a redevelopment commission is the treasurer of the Commission. Notwithstanding any other provision of IC 36-7-14, the treasurer has charge over and is responsible for the administration, investment, and disbursement of all funds and accounts of the redevelopment commission in accordance with the requirements of state laws that apply to other funds and accounts administered by the fiscal officer.

The treasurer of the Commission during fiscal year 2023 was Mark Herak, the Clerk-Treasurer for the Town.

The Office of the Clerk-Treasurer regular business hours are 8:30am to 4:30pm Monday through Friday, exempt for specified holidays and office closures, for which financial records of the Commission are available for review and inspection.

The treasurer of the Commission oversees payroll services, accounts payable, capital projects, grants for the Commission as well as assisting Commission staff with the preparation of the Commission's budget, invests Commission funds, compiles accounting data to prepare annual financial reports, and is responsible for the annual audit report to the State Board of Accounts ("SBOA").

SECTION IV

Standing Committees

The Commission did not establish any standing committees to research or provide advice to the full Commission.

SECTION V

Commission Meetings

Meeting schedules were advertised by the Highland Clerk-Treasurer and effective January 1, 2023.

The Commission advertised study sessions would convene on the second Tuesday of each month at 6:30 P.M. The Commission advertised that study sessions would convene on the fourth Tuesday of each month at 6:30 P.M. followed by a regularly schedule monthly plenary business meeting. It was advised that due to holidays, or other circumstances, meetings throughout the year may be rescheduled or cancelled. All rescheduled meetings were advertised accordingly. Minutes are bound and archived within the municipal building and available for review and inspection during regular business hours. Minutes are also posted on the Town's website and available for public review.

Following is a list of the dates that public meetings and full study session were held. The Commission held the following categorized meeting during calendar year 2023.

Regular Meetings:	13
Special Meetings:	2
Study Sessions:	23
Executive Sessions:	2
Total Meetings:	30

Month	Regular Meetings	Special Meetings	Study Sessions	Executive Sessions
JAN		(1) January 10, 2023	(1) January 10, 2023	
	(1) January 24, 2023		(2) January 24, 2023	
FEB			(3) February 14, 2023	
	(2) February 28, 2023		(4) February 28, 2023	
MAR			(5) March 14, 2023	
	(3) March 28, 2023		(6) March 28, 2023	
APR			(7) April 11, 2023	
	(4) April 25, 2023		(8) April 25, 2023	
MAY			(9) May 9, 2023	
	(5) May 23, 2023		(10) May 23, 2023	(1) May 23, 2023
JUNE			(11) June 13, 2023	
	(6) June 13, 2023		(12) June 27, 2023	
	(7) June 27, 2023			
JULY			(13) July 11, 2023	
	(8) July 25, 2023		(14) July 25, 2023	
AUG			(15) August 8, 2023	
	(9) August 22, 2023		(16) August 22, 2023	
SEPT			(17) September 12, 2023	(2) September 12, 2023
	(10) September 26, 2023		(18) September 26, 2023	
OCT			(19) October 10, 2023	
		(2) October 30, 2023	(20) October 30, 2023	
NOV			(21) November 14, 2023	
	(11) November 14, 2023		(22) November 28, 2023	
	(12) November 28, 2023			
DEC			(23) December 12, 2023	
	(13) December 12, 2023			

SECTION VI

Commission Staff

The Commission utilized the following staff of the Department and the Office of the Clerk-Treasurer to provide daily administrative and management services as well as document retention. Town staff members' salaries (Office of the Clerk-Treasurer) are not supplemented for services provided to the Commission.

Title	Name	Salary	Employment
Redevelopment Director	María Becerra	\$ 66,884.74	1.1.2023 to 12.31.2023
Recording Secretary	Susan Hale	\$ 57.38	1.1.2023 to 2.28.2023
Recording Secretary	María Becerra	\$ 631.18	3.1.2023 to 12.31.2023
Redevelopment Assistant	Susan Hale	\$ 41,420.06	1.1.2023 to 12.4.2023
Total of Salaries:		\$ 108,693.36	

SECTION VII

Professional Services

The Commission engaged the following professional services through contractual agreement during fiscal year 2023. Professional services retained were for the purpose of Commission administrative and management support, including redevelopment services for the maintenance of real property owned by the Department of Redevelopment.

Company	Professional Service	Fees	Contact Person
Abraham Reed Blise	Legal Services	\$ 27,740.00	John Reed, Esq./Scott Bliss, Esq.
SEH of Indiana, LLC	Economic Development-Finance Consulting	35,919.00	Dan Botich, Sr. Economic Development Professional
Via Marketing	Wayfinding Signs	37,931.00	Julie Olthoff
Dave Tree Service	Tree Pruning/Removal Services	13,500.00	David Johnson
Lukadla - South-Suburban Landscaping	Landscaping / Tree Pruning Services	6,100.00	Jim Propst
Vale Appraisal Group	Property Appraisal Services	2,500.00	Jeff Vale
Bochnowski Appraisals	Property Appraisal Services	2,500.00	Tom Bochnowski
Total of Professional Fees:		\$ 126,190.00	

SECTION VIII

FY 2023 Resolution Action

The Commission adopted, approved and ratified certain resolutions during calendar year 2023 as official action of the Commission as it related to Department projects and programming establishment, administration, monitoring for the permanent record.

APPENDIX A titled "Summary of Commission Resolutions" is a summary of those resolutions approved by the Commission from January 1, 2023 through December 31, 2023.

SECTION IX

FY 2023 Goals

The Commission identified the following goals, projects, programs, and major tasks for implementation during FY 2023. Below is an overview of the Commission's progress on this list for implementation and to re-assess for FY 2024.

I. Goals Achieved

Awarded \$240,000 in Federal Funds for Safe Streets for All (SS4A) US Department of Transportation to prepare a capital investment and project plan. The Action Plan once developed is the platform to apply for future millions of dollars in Federal Funds for the next several years, to improve the safety of the Town's streets, intersections, bike paths, etc. (The funds were available the year prior, but the Town did not apply.)

Wayfinding Signs & Municipal Parking Lot/Bike Trail Town Map

Town of Highland was featured in Inside Indiana. Interviewed and sent photos of the Town.

Commercial Improvement Grant Program

- 1) Nephilim Studios - 2716 Condit
- 2) NWI Parkinsons - 2927 Jewett
- 3) Belmonte - 2907 Jewett

Tax Abatement, Annual Report, Recapture & Overlapping Tax Unit notifications. Coordinated the Compliance with all Annual Reporting.

Coordination of T.I.F. merger of Downtown & Commercial Corridor TIF. Completed the merger and consolidation approval process on December 12, 2023.

Coordinated Appraisal process for possible Acquisition of a development parcel

Upkeep of Redevelopment Parcel 8200 Indianapolis

Electric installed at the Town's Municipal Parking Lot at Kennedy Avenue & Highway Avenue for future events

Replaced and repaired electric on Kennedy Avenue & Highway Avenue for Christmas Decorations

II. Redevelopment Projects and New Redevelopment Projects

- 1) Coach USA Property (8141 Indianapolis Boulevard)
 - i. Proposed redevelopment not approved by Town's Common Council in 2023.
- 2) ULTRA Property
 - i. Parceled out Pet Clinic leased and now for sale \$1,500,000.
 - ii. 2024 Proposed Development presented to the Commission by the property owner.
- 3) Kennedy Avenue Retail / Condominium Development
 - i. 2023 Ongoing communications into 2024
- 4) Kennedy Avenue Relocation of Hyre Electric for Redevelopment Opportunity
 - i. 2023 communication and project discussions continued into 2024.
- 5) Indianapolis Boulevard Medical Campus Redevelopment Project
 - i. 2023 communication and project discussions continued into 2024.
- 6) Cardinal Campus – Phase II (Boutique Hotel) Redevelopment Project
 - i. Plan for the boutique hotel improvements and construction with the Building Department (In-progress).
- 7) Senior Home (Cline Avenue)
 - i. Town' Common Council development extension from June 2023 with no other project updates.

III. New Initiatives

Highland Police Homeownership Grant Program

Assist with a Resource Officer in the Highland School System

- 1) Identify Funding

On-going Collaboration and Coordination with the Highland Main Street Association, Inc.

- 1) Monthly meetings
- 2) Assist with events
- 3) New event – Thursday Market 2023
- 4) Essay Contest (Valentine Hunt)
- 5) Makers Market 2023
- 6) Restaurant Crawl - Monthly & Big Crawl August – (Very successful 2023)
- 7) Community Garden

Highland Neighbors for Sustainability

- 1) Ongoing interaction with HNS – Many accomplishments for the Group 2023

SECTION X

Summary of Commission Fund Reports for FY 2023

The following are year-to-date ("YTD") report summaries for funds created by the Town for the Commission to operate, administer and monitor the operations, project and programs of the Department, including all allocation area funds that are required to be established under IC 36-7-14-39(b)(3). Furthermore, and pursuant to IC 36-7-14-13(e)(1) and (2), the Commission has provided herein under **APPENDIX B** titled "Detail of Fund Financial Reports for FY 2023" the required detailed revenue and expense financial data respectively for each fund and designated allocation area fund number.

Department Fund (Fund No.)	(1/1/2023) Beginning Balance	(Debits) Revenues	(Credits) Expenses	(12/31/2023) Ending Balance
Redevelopment General (2216)	\$ 503,989.59	\$ 363,364.37	\$ 262,787.57	\$ 604,566.39
Redevelopment Bond & Interest (3311)	404,619.84	0.00	216,912.50	187,707.34
Redevelopment Capital (4406)	1,866,955.81	73,744.37	91,782.98	1,8648,957.20
* Highland Redevelopment-Downtown (4445) ¹	1,002,403.95	103,289.77	0.00	1,105,693.72
* Highland Acres (4446)	808,319.89	110,928.97	0.00	919,248.86
* Highland Commercial Corridors (4447) ¹	4,815,152.74	975,442.21	0.00	5,790,594.95
* Cardinal Campus (4448)	145,707.43	370,661.50	339,442.43	176,926.50

Notes:

* Commission funds specifically established for designated allocation areas.

1. On December 12, 2023 the Commission approved Resolution No. 2023-15 as a Confirmatory Resolution which merged and consolidated the Highland Redevelopment (Downtown) Allocation Area and the Highland Commercial Corridors Allocation Area as the Highland Consolidated Allocation Area with each continuing to exist as sub-allocation areas within the Highland Consolidated Redevelopment Area. The ending balance of the Highland Consolidated Allocation Fund would be \$6,896,288.67 on December 31, 2023.

SOURCE: Town of Highland, Indiana Department of Redevelopment reports and Department of Local Government Finance Annual Financial Reports for Fiscal Year 2023 for the period of January 1, 2023 to December 31, 2023.

APPENDIX B titled "Detail of Fund Financial Reports for FY 2023" details each Commission fund as summarized above from financial reports provided by the Highland Clerk-Treasurer for the FY 2023 ending December 31, 2023.

SECTION XI

Outstanding Obligations

The Commission issued the following general obligation bond from ad valorem taxes of the levied on the Redevelopment District as a source of repayment of the following obligation. Below is a summary of the outstanding bond as of December 31, 2023. Reference **APPENDIX C** titled "Outstanding Obligation Debt Service Schedules" for the amortization schedule and debt service payments due on the bonds.

Town of Highland, Indiana Redevelopment District Bonds, Series 2014 (\$2,000,000)			
Property Acquisition in furtherance of the Redevelopment Plan			
Interest Rate: Variable, 2.50 percent			
First Principal Payment: August 1, 2014			
Final Principal Payment: February 1, 2024			
Source: Ad Valorem Taxes of the Redevelopment District			
Payment Due	Principal Amount	Interest Amount	Fiscal Total
February 1, 2023	\$ 105,000.00	\$ 3,938.00	\$ 108,938.00
August 1, 2023	105,000.00	2,625.00	107,625.00
			\$ 216,563.00
As of December 31, 2023			
Outstanding Principal Balance Due: \$ 105,000.00			

The Commission has pledged tax increment generated from private investment (the Cardinal Campus economic development project) in the Cardinal Campus Allocation Area to the payment of principal and interest on the following bonds as issued by the Town through its Economic Development Commission as taxable economic development revenue bonds, for which if tax increment revenue is insufficient, the Commission is only obligated to pay outstanding debt from tax increment revenue distributions available when payment is due to the trustee. The bonds do not constitute an indebtedness of the Town, within the meaning of any Indiana constitutional provision or limitation and does not constitute or give rise to pecuniary liability of the Town or a charge against its general credit or taxing powers.

The following is a listing of certain obligations of the Town for which tax increment of the Commission has been pledged and outstanding debt service payments due in fiscal year 2023. Reference **APPENDIX C** titled "Outstanding Obligation Debt Service Schedules" for the amortization schedules and debt service payments due on each of the bond series.

Town of Highland, Indiana Economic Development Revenue Bonds, Series 2018 (\$5,810,000)			
Economic Development and Real Property Improvements for the Cardinal Campus Project			
Interest Rate: Fixed, 1.00 percent			
First Principal Payment: February 1, 2020			
Final Principal Payment: February 1, 2038			
Source: Tax Increment Revenue Allocation Area: Cardinal Campus			
Payment Due	Principal Amount	Interest Amount	Fiscal Total
February 1, 2023	\$ 150,000.00	\$ 24,700.00	\$ 174,700.00
August 1, 2023	150,000.00	23,950.00	173,950.00
			\$ 348,650.00
As of December 31, 2023			
Outstanding Principal Balance Due: \$ 4,640,000			

Town of Highland, Indiana Economic Development Revenue Bonds, Series 2023 (\$9,220,000)
 Economic Development and Real Property Improvements for the Cardinal Campus Project – Phase II

Interest Rate: Fixed, 1.00 percent
 First Principal Payment: August 1, 2027
 Final Principal Payment: February 1, 2044
 Source: Tax Increment Revenue Allocation Area: Cardinal Campus

<u>First Payment Due</u>	<u>Principal Amount</u>	<u>Interest Amount</u>	<u>Fiscal Total</u>
August 1, 2027	\$ 250,000.00	\$ 46,100.00	\$ 296,100.00

As of December 31, 2023
 Outstanding Principal Balance Due: \$ 9,220,000

Reference **APPENDIX C** titled "Outstanding Obligation Debt Service Schedules" provides the allocation area history of establishment, assessment data and tax increment revenue distributions specific to the January 1, 2022 assessment date for taxes due and payable in 2023 for each of the four (4) allocation designated by the Commission for the purposes of tax increment financing to implement redevelopment project plans (redevelopment plans or economic development plans).

SECTION XII

Accounting of Tax Increment Revenue Granted or Loaned to an Entity

The Commission did not grant or loan tax increment revenue to any entity during fiscal year 2023.

SECTION XIII

FY 2023 Distributions of Tax Increment Revenue

The Office of the Lake County Auditor distributed tax increment revenue to the Commission in fiscal year 2023.

<u>Allocation Area</u>	<u>DLGF TIF Code</u>	<u>Spring</u>	<u>Fall</u>	<u>FY TOTAL</u>
		<u>Installment June 22, 2023</u>	<u>Installment December 20, 2023</u>	
Highland Acres	T45451	\$ 55,464.49	\$ 55,464.48	\$ 110,928.97
Highland Redevelopment - Downtown	T45452	60,609.54	\$ 42,680.23	103,289.77
Highland Commercial Corridors	T45453	489,388.35	\$ 410,421.66	899,810.01
Cardinal Campus	T45454	193,735.00	\$ 176,926.50	370,661.50.00
	TOTALS:	\$ 799,197.38	\$ 685,492.87	\$ 1,484,690.25

Note:
 SOURCE: FORM 22-TIFs as provided by the Office of the Lake County, Indiana Auditor for tax increment distribution to the Town of Highland, Indiana Redevelopment Commission. Distributions of tax increment included the LOIT-CAGIT property tax credit relief distributions.



SECTION XIV

Individual Components and Assessment Schedules by Allocation Area

The Commission has prepared and provided herein **APPENDIX D** titled Individual Components and Assessment Data Schedules which includes schedules of the individual components (property key numbers) identified in each allocation area.

The schedules provided are in the format required by the DLGF, pursuant to a July 2, 2014 memorandum from Eric Bussis as the Director of Data Analysis.

Allocation Area	DLGF TIF Code
Highland Acres Allocation Area	T45451
Highland Redevelopment (Downtown)	T45452
Highland Commercial Corridors	T45453
Cardinal Campus	T45454

SECTION XV

Reference Maps of Designated Allocation Areas in the Redevelopment District

For informational purposes, the Commission has included reference mapping of each allocation area as designated by the Commission prior to December 12, 2023. On December 12, 2023 the Commission approved Resolution No. 2023-15 as a Confirmatory Resolution which merged and consolidated the Highland Redevelopment (Downtown) Allocation Area and the Highland Commercial Corridors Allocation Area as the Highland Consolidated Allocation Area with each continuing to exist as sub-allocation areas within the Highland Consolidated Redevelopment Area. It is recommended that the original declaratory resolution be obtained and reviewed to provide an accurate boundary description for an individual allocation area.

Reference **APPENDIX E** titled "Reference Maps of Designated Allocation Areas."

SECTION XVI

FY 2023 Annual Report Contact Information

Copies of this FY 2023 Annual Report may be obtained from the offices of the Highland Redevelopment Department located in the Town of Highland Town Hall at 3333 Ridge Road, Highland, Indiana 46422 during regular business hours (Monday through Friday: 8:30am to 4:30pm, except for designated holidays).

Contact: Maria Becerra, Redevelopment Director
Phone: (219) 972-7598
E-mail: mbecerra@highland.in.gov



TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and Designated Allocation Areas

Fiscal Year 2023
(January 1, 2023 through December 31, 2023)

APPENDIX A
Summary of Commission Resolutions

APPENDIX A

January 10, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-01	Resolution of HRC to Approve Wage & Salaries for Full-Time Redevelopment Staff & HRC

January 24, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-02	Resolution of HRC to Approve Agreement for Financial Professional Services and General Development Consulting for 2023
2023-03	Resolution of HRC to Adopt Agreement for Legal Services for 2023

February 28, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-04	Resolution of HRC Concerning Highland Acres Allocation Area
2023-05	Resolution of HRC Concerning Highland Commercial Corridors Allocation Area
2023-06	Resolution of HRC Concerning Highland Downtown Allocation Area
2023-07	Resolution of HRC Concerning Highland Cardinal Campus Allocation Area
2023-08	Resolution of HRC to Approve Agreement for General Engineering Services for 2023
2023-09	Resolution of HRC to Appoint a New Recording Secretary

March 28, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-10	Resolution of HRC to Appoint a New Recording Secretary

June 13, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-11	Resolution of HRC Approving an Agreement for Financial Professional Services and General Redevelopment Consulting for 2023
2023-12	Resolution of HRC Approving an Agreement for Professional Grant Writing Services

August 22, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-13	Resolution of HRC to Adopt Revised Guidelines for the Commercial Property Improvement Grant
2023-14	Resolution of HRC to Enter into Contract with SEH for TIF Consolidation Services
2023-15	Resolution of HRC to Amend Declaratory Resolution #1997-02 (TIF Consolidation)

APPENDIX A

November 14, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-16	Resolution of HRC Contracting Professional Development Service S.E.H.
2023-17	Resolution of HRC Commercial Grant - 2907 Jewett - Belmonte

November 28, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-18	Resolution of HRC Confirming Resolution #2023-15 Consolidation of TIF Allocations Areas

December 12, 2023	
Resolution Number	Summary of Resolution (by Title)
2023-19	Resolution of HRC Wage & Salary 2024

APPENDIX A

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and Designated Allocation Areas

Fiscal Year 2023
(January 1, 2023 through December 31, 2023)

APPENDIX B
Obligations Debt Service Schedules



TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and Designated Allocation Areas

Fiscal Year 2023
(January 1, 2023 through December 31, 2023)

APPENDIX C
Outstanding Obligation Debt Service Schedules

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and Designated Allocation Areas

Fiscal Year 2023
(January 1, 2023 through December 31, 2023)

APPENDIX D
Individual Components and Assessment Data Schedules



APPENDIX E

TOWN OF HIGHLAND, INDIANA
HIGHLAND REDEVELOPMENT COMMISSION

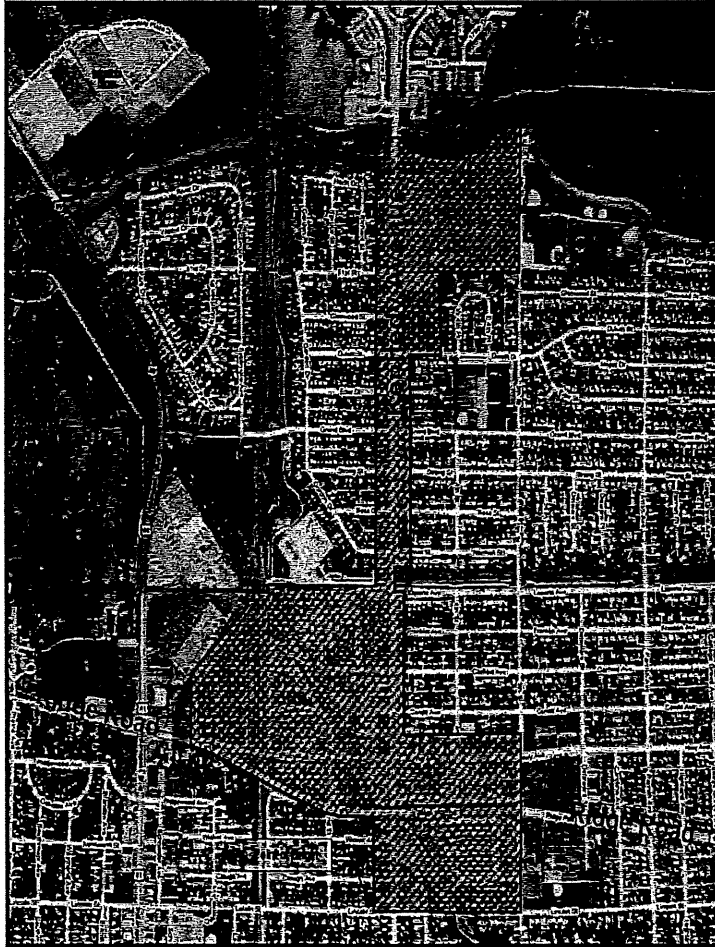
Annual Report of the Redevelopment Commission:
Activities of the Redevelopment Commission and Designated Allocation Areas


Fiscal Year 2023
(January 1, 2023 through December 31, 2023)

APPENDIX E
Reference Maps of Designated Allocation Areas

APPENDIX E

Highland Redevelopment (Downtown) Allocation Area

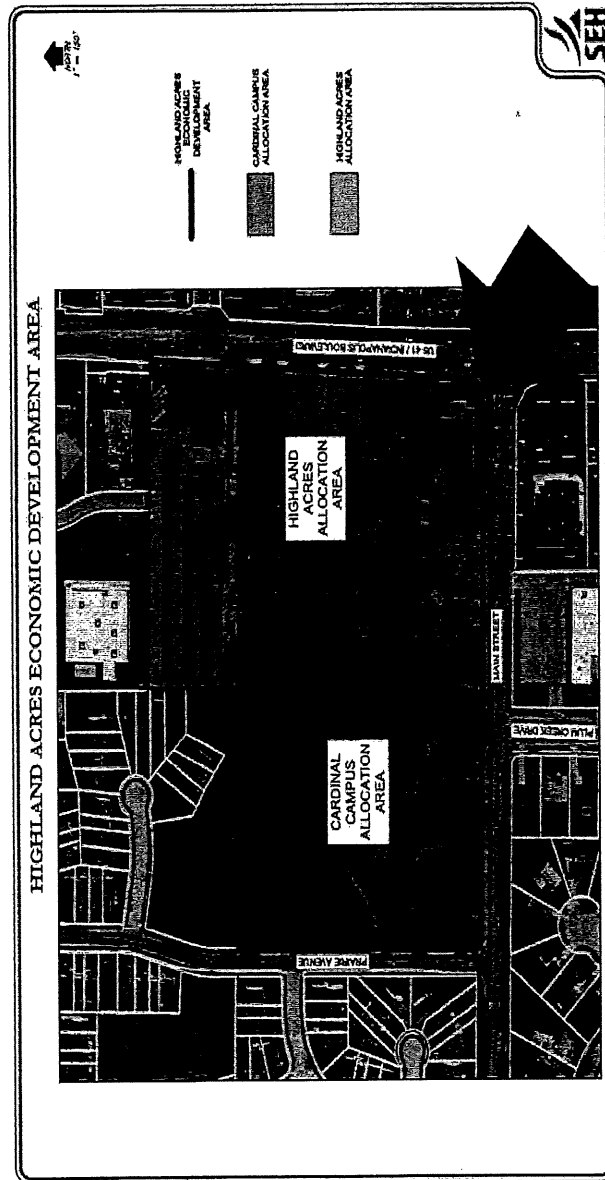


 Highland Redevelopment Area and Allocation Area
(Resolution No. 2011-04, January 12, 2011)

Note: On December 12, 2023 the Commission approved Resolution No. 2023-15 as a Confirmatory Resolution which merged and consolidated the Highland Redevelopment (Downtown) Allocation Area and the Highland Commercial Corridors Allocation Area as the Highland Consolidated Allocation Area with each continuing to exist as sub-allocation areas within the Highland Consolidated Redevelopment Area.

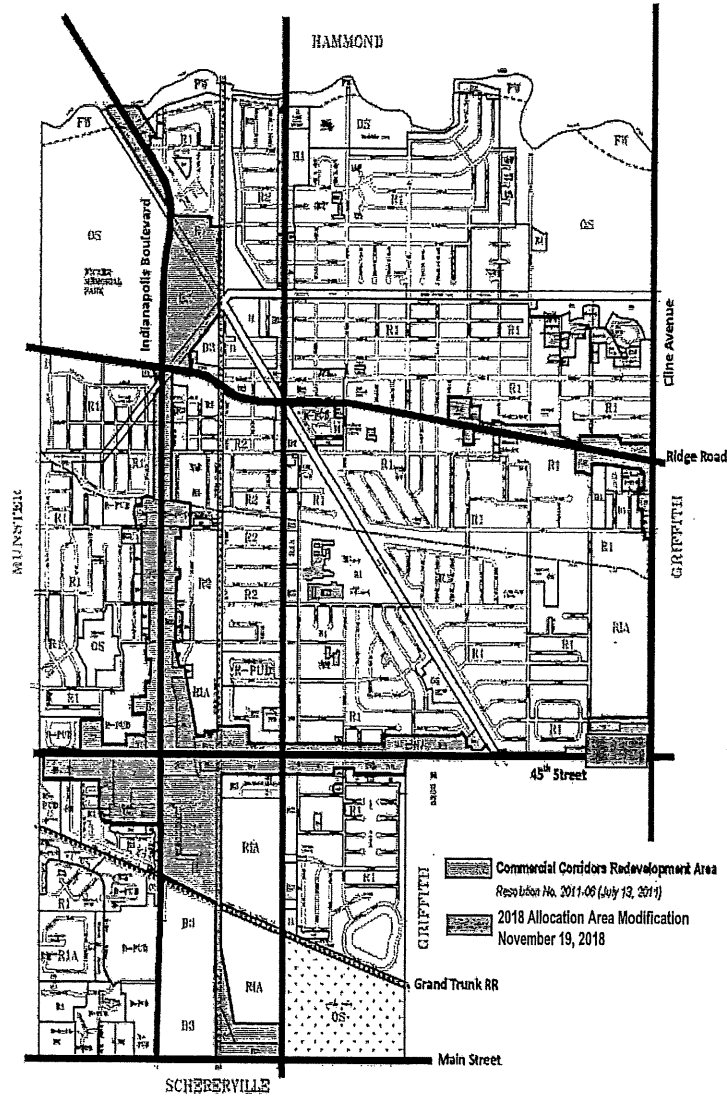
APPENDIX E

Highland Acres Allocation Area



APPENDIX E

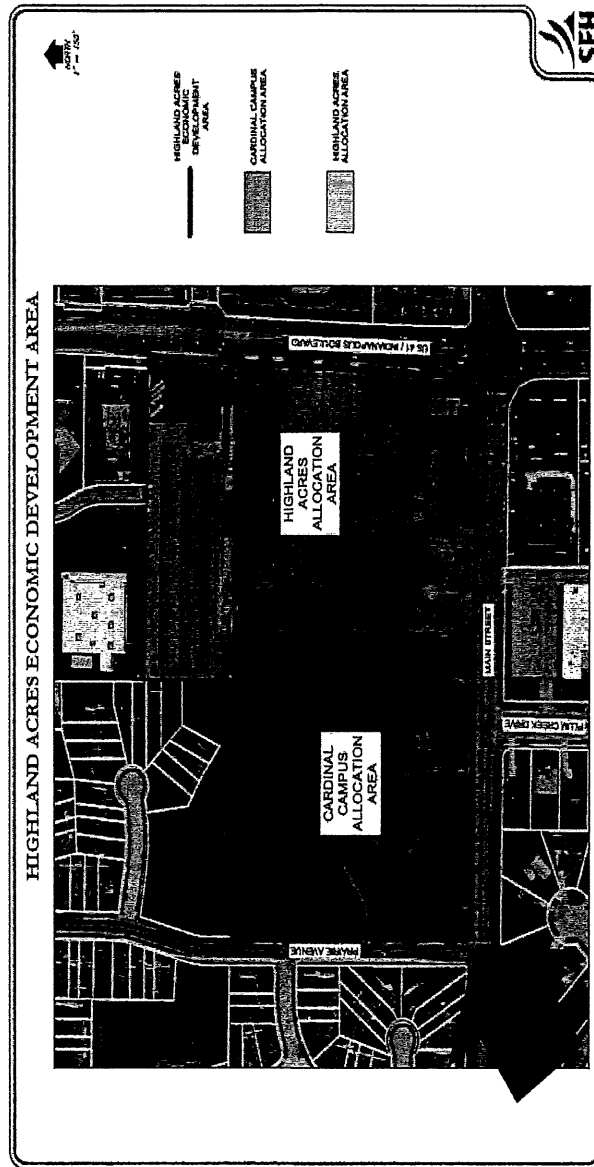
Highland Commercial Corridors Allocation Area



Note: On December 12, 2023 the Commission approved Resolution No. 2023-15 as a Confirmatory Resolution which merged and consolidated the Highland Redevelopment (Downtown) Allocation Area and the Highland Commercial Corridors Allocation Area as the Highland Consolidated Allocation Area with each continuing to exist as sub-allocation areas within the Highland Consolidated Redevelopment Area.

APPENDIX E

Cardinal Campus Allocation Area



Comments from the Public or Visitors:

Larry Kondrat, Highland began by commenting on the upcoming vote on the beer garden proposals for the 4th of July. He said the Council did not have a lot of discussion at the last study session. He said 2 proposals were at a 50/50 split and one a 55/45 split for the Town. He said it really shouldn't be tough to select the best offer. He suggested taking the offer that gives the Town the best bang for the buck. He next questioned the lack of discussion on the three (3) options for the fireworks. He said that the Council has not been sharing any information as to which way they are leaning on either of these two (2) items. He said, he was a little confused and wondered if there would be any discussion in public.

Councilor Turich said that after the motion is made and seconded, there will be discussion.

Leroy Flores, Leroy's Hot Stuff said that he had submitted a proposal to operate the beer garden and since he doesn't know all the new council members, he wanted to give a little background about his operation. He said he operated the beer garden the first 2 years it existed. He said he went to all the meetings, met with Excise, had a good repertoire with both the police and fire chiefs. He said he had no problems when he was running it. He realized his proposal was 5% less than the other guys. He said he was there the whole time.

Staff Reports: The following staff reports were received and filed.

Building Report March, 2024

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	4		4	\$ 59,275.00	\$ 1,732.50
Signs	2		2	\$ 8,069.00	\$ 600.00
Single Family	1	1		\$ 260,000.00	\$ 4,633.50
Duplex/Condo	0			\$ -	\$ -
Residential Additions	2	2		\$ 33,776.00	\$ 1,104.00
Residential Remodeling	38	38		\$ 560,252.00	\$ 12,282.00
Concrete/Asphalt/Flatwork	4	4		\$ 24,722.00	\$ 741.00
Garages	0			\$ -	\$ -
Sheds	3	3		\$ 10,767.00	\$ 472.50
Decks & Porches	2	2		\$ 3,300.00	\$ 411.00
Fences	9	9		\$ 44,729.00	\$ 1,632.00
Above/In ground pools	1	1		\$ -	\$ 54.00
Drain Tile/Waterproofing	1	1		\$ 48,584.00	\$ 900.00
Misc: Demo (1); Road Cut (3)	4	3	1	\$ -	\$ 776.50
Total Building Permits	71	64	7	\$ 1,053,474.00	\$ 25,339.00
Electrical Permits	15	9	6	\$ -	\$ 3,372.00
Mechanical Permits	15	12	3	\$ -	\$ 1,876.00
Plumbing Permits	24	20	4	\$ -	\$ 4,027.85
Water Meters	0			\$ -	\$ -
Water Taps	0			\$ -	\$ -
Sewer/Storm Taps	0			\$ -	\$ -
Total Plumbing Permits	24	20	4	\$ -	\$ 4,027.85

March 2024 Code Enforcement: 75 Investigations were done, 51 Warnings were given & 1 Citation was issued. Inspections done for the month of March 2024 were as follows: 7 Building Inspections, 13 Plumbing Inspections, 5 HVAC and 13 Electrical Inspections. There were 2 Electrical Exams given.

Submitted By:

Ken Mika (SR)

Kenneth J. Mika

2024
 TOWN OF HIGHLAND INJURIES FOR THE MONTH
MARCH

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
	OF INJURY			No Med Treatment	Recordable	Recordable	WC Insurance
			No Injuries for the month				

RO = Record Only

DEPT	2024		2023	2024			
	INJURIES	YEAR TO		RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE		Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2023
PARK & REC				4	56	8	219
FIRE			1				
POLICE		2	6			80	66
STREET							
WATER							
SEWER			1				
MAINTENANCE							
OTHER							
TOTALS	0	2	8	4	56	88	285

Effective January 1, 2002 OSHA changed the recordkeeping guidelines. We now count the number of days lost from the day after the injury until the employee returns to work. Weekends, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days

Mark Herak

From: Denise Beck
Sent: Monday, April 8, 2024 8:04 AM
To: Mark Herak; Chad Kinley
Cc: Chief Michael Pipta
Subject: March Fire Department Stats

Good Morning Mark and Chad,

March 2024 Stats

Types of Calls:	2024	YTD
General Alarms	14	44
Paid Still Alarms	39	96
Totals	53	140

Denise Beck

Highland Fire Department
2901 Highway Ave.
Highland, IN 46322
(219)-923-9876

Communications: Leaf pick-up the first 2 weeks of April
Normal branch pick-up has resumed.
Park Pride Day is April 20th, 9 to 11:30
Spring Clean-up is May 21st
Shred Day is May 18 (at Public Works from 8:00 to 12:00)
Bicycle Auction – May 4
Police/Fire Pancake Breakfast - May 4

Appointments:

• Statutory Boards and Commissions

Executive Appointments (May be made in meeting or at another time)

Regional Statutory Commissions or Boards

- 1. Waterworks Board of Directors:** (1) appointment to be made by Town Council President. *(Note: Formerly held by Curt Schroeder (D), term ending 1st Monday January 2025). Current composition of the board is two Republicans and two Democrats. No more than three of any one party under state law.*

Home Rule Boards and Commissions

- 2. Shared Ethics Advisory Commission.** (1) appointment to be made by Town Council President. *(Note: Fill vacancy made by resignation of Rev. Tim Huizenga.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the county. Further persons appointed must be of good character and not hold any positions within the local government.)*

Legislative Appointments

Regional Statutory Commissions or Boards

Home Rule Commissions

- 1. Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 13 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex Robertson, Diane Barr-Roumbus, James Roumbus Sandy McKnight, Al Simmons, Ben Reinhart, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
- 2. Community Events Commission Multi-year positions:** (4) appointments to be made by the Town Council. **Term: 4 years.** *(Note: Currently vacant)*

Single year positions: (9) appointments to be made by the Town Council. **Term: 1 year.** *There are currently 5 of the 9 in place and serving. (Note: Currently serving, Jack Rowe, Linda Carter, Rachael Carter, Kathy Burke and Olga Briseno)*

General Orders and Unfinished Business:

- 1. Appropriation Enactment No. 2024-03:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Law Enforcement Continuing Ed Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5 (public hearing held on March 25, 2024- there were no remonstrators for or against. Councilor Black introduced Appropriation Enactment No. 2024-03 only and did not seek consideration on same day or at same meeting as introduction)

Councilor Black moved for the adoption of Appropriation Enactment No. 2024-03. Councilor Turich seconded. Upon a roll call vote, there were three (3) affirmatives and no (0) negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive.

**Town of Highland
Appropriation Enactment
Enactment No. 2024-03**

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the LAW ENFORCEMENT CONTINUING ED FUND ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Law Enforcement Continuing ED Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Law Enforcement Continuing ED Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

LAW ENFORCEMENT CONTINUING ED FUND

Acct. No. 2228-0000-230.04 Other Equipment/Supply Line	\$4,000.00
Acct. No. 2228-0000-230.06 Computer Supplies	\$5,000.00

Total 200 Series: \$9,000.00

Acct. No. 2228-0000-310.04 Training/Tuition \$10,000.00

Total 300 Series: \$10,000.00

Fund Total: \$19,000.00

Section 2. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 3. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on 25th day of March. Consideration on same day or at same meeting of introduction pursuant to IC 36-5-2-9.8 was not sought.

DULY ORDAINED AND ADOPTED this 8th Day of April, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Philip Scheeringa, President (IC 36-5-2-10)

ATTEST:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

- 2. Works Board Order No. 2024-21A:** An Order of the Works Board Accepting the Proposal of Carlee Inc., for Operational and Related Services Associated with a Beer Garden for the Town of Highland, Associated with Independence Day Festivities.

2. **Works Board Order No. 2024-21B:** An Order of the Works Board Accepting the Proposal of Big Frank’s Sausage, for Operational and Related Services Associated with a Beer Garden for the Town of Highland, Associated with Independence Day Festivities.
2. **Works Board Order No. 2024-21C:** An Order of the Works Board Accepting the Proposal of Bridges’ Scoreboard Inc., for Operational and Related Services Associated with a Beer Garden for the Town of Highland, Associated with Independence Day Festivities.

Councilor Turich moved the passage and adoption of Works Board Order No. 2024-21C. Councilor Black seconded.

Discussion:

Councilor Turich said he would like to circle back to Larry’s comments. He began by saying he appreciated Larry’s comments. The Council did look at the historical revenues from the past and the sharing of funds between the Town and the vendor and the additional funds the Bridges proposal would bring to the Town.

Councilor Scheeringa said based upon historical data, the Town would generate an additional \$4,100 and maybe more since this year’s event is one (1) day longer.

Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Town Executive.

Town of Highland
Board of Works
Order of the Works Board 2024-21C

An Order of the Works Board Accepting the Proposal of Bridges’ Scoreboard Inc., LLC. for Operational and Related Services Associated with a Beer Garden for the Town of Highland, Associated with Independence Day Festivities.

WHEREAS, THE TOWN OF HIGHLAND, AS PART OF ITS EXERCISE OF PUBLIC POWERS RELATED TO CULTURE AND RECREATION, GENERALLY CONFERRED IN IC 36-10-2, ANNUALLY MARKS THE ANNIVERSARY OF THE NATION’S DECLARATION OF INDEPENDENCE WITH APPROPRIATE FESTIVALS INCLUDING LIVE MUSICAL PERFORMANCE AS ENTERTAINMENT;

WHEREAS, BRIDGES’ SCOREBOARD, INC., LLC. , 121 N. GRIFFITH BLVD, GRIFFITH, INDIANA, 46319, HAS PRESENTED TO THE TOWN OF HIGHLAND A PROPOSED AGREEMENT FOR OPERATIONAL AND RELATED SERVICES ASSOCIATED WITH A BEER GARDEN FOR THE TOWN OF HIGHLAND TO BE CONDUCTED DURING THE 2024 INDEPENDENCE DAY FESTIVAL;

WHEREAS, IT IS RECOMMENDED TO THE PURCHASING AGENCY, THE APPROVAL OF THE PROPOSED AGREEMENT FOR OPERATIONAL AND RELATED SERVICES ASSOCIATED WITH A BEER GARDEN FOR THE TOWN OF HIGHLAND TO BE CONDUCTED DURING THE 2024 INDEPENDENCE DAY FESTIVAL AS SUBMITTED BY BRIDGES' SCOREBOARD, INC., LLC.;

WHEREAS, THESE PROFESSIONAL SERVICES OWING TO THEIR UNIQUE REQUIREMENTS AND CHARACTER, AS A SERVICE, MAY BE PURCHASED IN A MANNER THAT IS DETERMINED TO BE REASONABLE, PURSUANT TO SECTION 3.05.090 OF THE HMC AND IC 5-22-6;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1) of the HMC serves as purchasing agency for the Municipality and its executive departments except those executive departments which are expressly subject to the purchasing authority of a relevant governing board of jurisdiction;

Whereas, The purchase price could exceed \$15,000.00, pursuant to Section 3.05.040 (C) and Section 3.05.050(B)(3) of the HMC requires the express approval of the purchasing agency;

Whereas, The purchase of services will be supported by the several funds of the Town and there is sufficient appropriation or resources in order to support the purchase of services; and,

Whereas, The Town Council now desires to approve, authorize and allow the purchase of services pursuant to the terms stated herein,

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, as follows:

Section 1. That the proposal/agreement for operational and related services associated with a beer garden for the Town of Highland to be conducted during the 2024 Independence Day Festival of **Bridges' Scoreboard Inc., LLC., 121 N. Griffith Blvd., Griffith, Indiana, 46319**, prepared and presented by its principal, Scott Bridges, is hereby accepted, approved and adopted in every respect, provided that **Bridges' Scoreboard Inc., LLC.**, complies with the provisions of IC 22-5-1.7 et seq., and completes the relevant portions of the attached exhibit styled as Addendum for e-verify;

Section 2. That the fee for performance of the services identified in the proposal of **fifty percent (55%) of all gross revenue associated with the beer garden sales** to be conducted during the 2024 Independence Day Festival **to be paid**

to the Town and the balance to be retained by Bridges' Scoreboard Inc., LLC., is found to be reasonable and fair;

Section 3. That the Town Council finds and determines that the manner of purchase for these professional services owing to their unique requirements and character as a service, are both reasonable and appropriate, pursuant to Section 3.05.090 of the HMC and IC 5-22-6;

Section 4. That the Clerk-Treasurer is hereby authorized to issue a purchase order, if applicable, to **Bridges' Scoreboard Inc., LLC.**, and the payments to Bridges' Scoreboard Inc., LLC., under this agreement are approved subject to IC 36-5-4-2;

SECTION 5. THAT THE TOWN COUNCIL PRESIDENT IS HEREBY AUTHORIZED AND DIRECTED TO EXECUTE THE AGREEMENT APPROVED BY THIS ORDER WITH THE TOWN COUNCIL PRESIDENT'S SIGNATURE.

Be it so Ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April 2024 having passed by a vote of 3 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-2-10.2;IC 36-5-6-5)

AGREEMENT

This Agreement made this 8th day of April, 2024, by and between the Town of Highland, 3333 Ridge Road, Highland, Indiana 46322, and Bridges' Scoreboard Inc., LLC., 121 N. Griffith Blvd., Griffith, Indiana 46319.

Witnesseth:

1. Town of Highland grants to Bridges' Scoreboard Inc., LLC., the certain rights, privileges, and space during the period of **July 3, 2024 through July 7, 2024**, to operate the beer garden tent at the Town of Highland 4th of July Festival, at Main Square Park, located at 3001 Ridge Road, Highland, Indiana 46322.
2. The privilege granted under this contract gives Bridges' Scoreboard Inc., LLC., permission to operate the beer tent at said 4th of July Festival. In furtherance of this Agreement, Bridges' Scoreboard Inc., LLC., shall:
 - a. Supply all required alcoholic beverages to be consumed at the festival (beer, cider, wine, seltzers, malt beverages, etc.). No alcoholic beverages other than beer, wine, seltzer, malt beverages, cider, ready to drink and water will be sold.
 - b. Bridges' Scoreboard Inc., LLC., shall provide all necessary licensed servers.
 - c. Town shall provide all necessary security so as to ensure proper ID is acquired before any alcoholic beverage purchases are made.
 - d. Bridges' Scoreboard Inc., LLC., shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. In addition, Bridges' Scoreboard Inc., LLC., shall provide insurance for off-premise alcohol consumption, including "dram shop" and/or "liquor liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies stated above shall name the Town of Highland as an additional insured.
 - e. Bridges' Scoreboard Inc., LLC., shall provide all manner of equipment needed to serve said beverages including: cold storage truck(s), table set-up, cups, and all other items customary to outdoor beer gardens.
 - f. Bridges' Scoreboard Inc., LLC., shall set up and takedown all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to July 8, 2024 by 10:00 o'clock p.m..
 - g. Bridges' Scoreboard Inc., LLC., shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing a price of all

articles to be sold under this contract. The size of the sign and place of posting shall be approved by the Town of Highland.

h. Bridges' Scoreboard Inc., LLC, agrees to pay **fifty-five percent (55%) of all gross revenue associated with the beer garden sales** to be conducted during the 2024 Independence Day Festival to be paid to the Town of Highland;

i. The settlement of the percentage of alcohol sales shall be made on the closing of each night of the festival.

3. In case any action is brought against the Town of Highland for or on account of any failure, omission, or neglect on the part of Bridges' Scoreboard Inc., LLC, to do or perform any of the matters to be done or performed or for injury or damages caused by the negligence of Bridges' Scoreboard Inc., LLC, or any of its employees or workers, Bridges' Scoreboard Inc., shall indemnify, defend, and save harmless the Town of Highland from any and all claims or liability and shall furnish proof of insurance naming the Town of Highland as additional insured, in amounts not less than stated in paragraph 2.d., above.

4. If and in the event that the 4th of July Festival is cancelled, for any reason, whatsoever, this Agreement shall be of no force and effect.

5. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

6. This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the transaction, and cannot be changed except by their written consent. Time is of the essence of this Agreement.

7. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, and vice versa, unless the context requires otherwise.

8. In the event either party shall be compelled to employ an attorney to enforce the provisions of this contract, the parties agree that the non-defaulting party shall be entitled to all of his legal costs and expenses, including reasonable attorney fees, incurred thereby.

9. Any disputes that arise concerning this Agreement shall be brought in the Circuit or Superior Courts of Lake County, Indiana.

In Witness Whereof, the parties have executed this agreement this _8th day of
April, 2024.

BRIDGES'SCOREBOARD INC., LLC.

TOWN OF HIGHLAND

Scott Bridges, President

Phillip Scheeringa, President,
Highland Town Council

CLAUSE (ADDENDUM) and AFFIDAVIT ADDENDUM TO BE ADDED TO CONTRACT
FOR SERVICES TO BE PROVIDED TO TOWN OF HIGHLAND
(as required by I.C. 22-5-1.7 -11, effective July 1, 2011)

Verification of Work Eligibility Status

1. Scott Bridges, Principal of BRIDGES' SCOREBOARD INC., LLC.,
(hereinafter called "Contractor") understands and agrees that:

- (A) it is required to enroll in and verify the work eligibility status of all employees hired after the date of this contract through the E-Verify program.
- (B) This requirement shall be waived if the E-Verify program ceases to exist. For the purposes of this paragraph, the "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and control Act of 1986 (P.L. 99-603); and

2. An authorized representative of the Contractor has signed the attached affidavit concerning the employment of unauthorized aliens.

This contract clause is developed pursuant to SEA 590 codified as IC 22-5-1.7-11 (a)(1).

**AFFIDAVIT OF SERVICE PROVIDER or CONTRACTOR
WITH THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA
REGARDING HIRE OF UNAUTHORIZED ALIENS**

State of Indiana)
) SS:
County of Lake)

A F F I D A V I T

I, the undersigned, authorized representative, authorized officer or agent of **BRIDGES' SCOREBOARD INC., LLC.**, hereinafter called "contractor", which has a contract for services or goods with the Town of Highland, Lake County, Indiana, having given solemn affirmation, hereby depose(s) and say(s), that the contractor does not knowingly employ an unauthorized alien.

FURTHERETH AFFIANT SAYETH NOT.

Signed: _____, Affiant.
SCOTT BRIDGES

Certificate of Notary/Notarial Officer

On this ____ day of _____, 2024, before me personally came and appeared **the affiant herein named**, at Highland, Indiana, known and known to me to be the individual described in and who executed the foregoing instrument, and who duly acknowledged to me that she executed same for the purpose therein contained.

In Witness Whereof, I hereunto set my hand and official seal of the Town of Highland, Lake County, Indiana. The undersigned clerk-treasurer of the Town of Highland acting as a notarial officer under notarial authority by IC 33-42-9-7(a)(6). Authentication conforms to IC 33-42-9-12.

Authority Expiration: The Director of the Lake County Combined Board Certified the Election of November 7, 2023 officially on November 28, 2023. I was qualified to office upon my oath administered December 28, 2023, to serve for a term of twenty-two months commencing at Noon January 1, 2024, concluding before Noon January 1, 2028, and until a successor is elected and qualified, pursuant to IC 36-5-6-2(b).

County of Residence: L A K E.

(seal)

Mark Herak, Town Clerk-Treasurer

3. **Works Board Order No. 2024-17A:** An Order Authorizing and Approving An Extension of the Agreement between The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for a Term of Two (2) Months.

Councilor Black moved the passage and adoption of Works Board Order No. 2024-17A. Councilor Turich seconded.

Discussion:

Councilor Turich said the goal is to better our current communications and then to link our different social media platforms together. He was concerned after the last study session that this may be a gray area with the Idea Factory so we need to circle back with them prior to their presentation.

Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted.

The Town of Highland
Board of Works
Order of the Works Board No. 2024-17A

AN ORDER AUTHORIZING AND APPROVING THE EXTENSION BETWEEN THE IDEA FACTORY AND THE TOWN OF HIGHLAND TO PERFORM PROFESSIONAL COMMUNICATIONS AND MEDIA DESIGN AND DEVELOPMENT SERVICES FOR THE MUNICIPALITY FOR A TERM OF TWO MONTHS, WITH AN OPTION TO RENEW AND EXTEND

Whereas, The Town of Highland, through its Town Council, which is the Works Board of the Municipality has heretofore determined that a need exists to provide greater information to the public regarding the operations and services of the municipality;

Whereas, The Town has heretofore determined that a need exists to engage professional communications and media design and development services to assist and support the provision of greater information to the public regarding the operations and services of the municipality;

Whereas, Robin A. Carlascio and Theresa K. Badovich, d.b.a. *The Idea Factory*, a media development and design, communication consulting alliance, has proposed to provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter;

Whereas, As purchasing agency, the Town Council may purchase services using any procedure it considers appropriate, pursuant to IC 5-22-6-1; and

Whereas, The Highland Municipal Code provides that, the Town Council may make all contracts for professional services on the basis of competence and qualifications for the type of services to be performed, and negotiate compensation that the public agency determines to be reasonable, pursuant to Section 3.05.090; and

Whereas, There are now or will soon be sufficient and available appropriations balances on hand to support the payments for these services under the agreement, pursuant to IC 5-22-17-3(e); and

Whereas, The Town of Highland, through its Town Council acting as the Works Board now desires to extend the agreement for services as herein described.

Now Therefore be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That the agreement (incorporated by reference and made a part of this Order) between **Robin A. Carlascio** and **Theresa K. Badovich** doing business as the **Idea Factory**, and the Town of Highland, provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter is extended for the period beginning **1 April 2024 through to 31 May 2024** as described herein is hereby approved, adopted and ratified in each and every respect;

Section 2. That the charges under the agreement for the services, in the amount of **\$1,969.46 per issue**, or **\$492.36 per page**, which include publishing and coordinating a monthly newsletter to be distributed as an insert in the monthly utility invoice and other related services; stock images or illustrations at **\$52 per image or illustration**, custom photography or graphics at **\$104 per image or graphic**, and website maintenance/updates and services in the amount of **\$140.78 per week**, Web hosting in the amount of **\$25.99 per month** and Web security in the amount of **\$130 per month** are found to be reasonable and fair, all pursuant to IC 5-22-6-1 and Section 3.05.090 of the municipal code;

Section 3. That the charges under the terms of the agreement for all the services, will be paid to **The Idea Factory**, after presentation of an invoice for services, following their delivery;

Section 4. That the Town Council President be authorized to execute this extension under the terms of this order with his signature as attested thereto by the Clerk-Treasurer;

Section 5. That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

Be it so Ordered.

DULY, PASSED, ADOPTED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April 2024 having passed by a vote of 3 in favor and 0 opposed.

**WORKS BOARD of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak,
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

AGREEMENT

This Transitional Agreement made and entered into this 11th day of March 2024, by and between the *TOWN OF HIGHLAND, BY AND THROUGH ITS TOWN COUNCIL* (hereinafter referred to as the "Town"), and *ROBIN CARLASCIO and THERESA BADOVICH d/b/a THE IDEA FACTORY* (hereinafter referred to as "Idea Factory").

WITNESSETH THAT:

WHEREAS, The Town is interested engaging the services of Idea Factory for publishing and coordinating a monthly newsletter (Gazebo Express) to be distributed throughout the Town; and

WHEREAS, Idea Factory is interested in entering into such an agreement and engaging its services to publish and coordinate a monthly newsletter within the Town; and

WHEREAS, The parties wish to reduce their agreement to writing;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is agreed as follows:

1. Idea Factory agrees to publish and coordinate a monthly newsletter (Gazebo Express) to be distributed in the Town of Highland.

2. The term of this Agreement shall be extended for two (2) months beginning **April 1, 2024**, through **May 31, 2024**. This Agreement may be further extended or renewed by the Town of Highland from month to month or for a longer term based upon approval of the renewal term by the Town.

3. Idea Factory shall be paid for its services rendered pursuant to this Agreement, the sum of ~~\$1,946.46~~ per issue or ~~\$492.36~~ per page stock images or illustrations at ~~\$52~~ per image or illustration, custom photography or graphics at ~~\$104~~ per image or graphic, as well as the website maintenance/update fees of ~~\$140.78~~ per week, Web hosting fees of ~~\$25.99~~ per month, Web security fees of ~~\$130.00~~ per month. The weekly and monthly fees shall be payable to The Idea Factory at its business address, **1 Courthouse Square, Suite 207, Crown Point, Indiana 46307**.

4. This Agreement may be cancelled by either party upon such party providing the other party thirty (30) days written notice.

5. In the event the Town's appropriations are insufficient to pay the expenses of this Agreement, and upon thirty (30) days written notice being given by the Town to Idea Factory, this Agreement shall become null and void.

6. This Agreement shall be governed by the laws of the State of Indiana and shall be binding upon the parties' heirs, legal representatives, successors, and assigns.

7. That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

IN WITNESS WHEREOF, this Agreement has been entered into between the parties this 8th day April 2024.

TOWN OF HIGHLAND

THE IDEA FACTORY

By: _____
Philip Scheeringa, President

Robin Carlascio

Attest: _____
Mark Herak
Clerk-Treasurer

Theresa Badovich

New Business:

1. **Resolution No. 2024-06:** A Resolution Articulating The "Sense Of The Town Council" Recognizing the Highland Neighbors for Sustainability as an Advisory Associate Partner Organization to the Town of Highland and urging all citizens to participate in initiatives or programs that improved the environmental quality and well-being of the Town of Highland.

Councilor Black moved the passage and adoption of Resolution No. 2024-07.
Councilor Turich seconded.

Discussion:

Councilor Black said it was his understanding that if the Council's expectations are not met during the current year, the Council can make changes.

Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The Resolution was adopted pending the signature of the municipal executive.

SENSE of the TOWN COUNCIL
RESOLUTION
RESOLUTION NO. 2024-
06

A RESOLUTION ARTICULATING THE "SENSE OF THE TOWN COUNCIL"
REGARDING THE HIGHLAND NEIGHBORS FOR SUSTAINABILITY TO MAKE
A BONE FIDE EFFORT TO WORK TOGETHER WITH THE TOWN COUNCIL
AND OTHER TOWN BODIES TO PROMOTE ENVIRONMENTAL
SUSTAINABILITY

WHEREAS, The Town of Highland was incorporated to provide certain public services to the residents of this community, for whom their elected public servants commit their judgment to promote the general welfare and common public good, and;

WHEREAS, The Highland Town Council, as the fiscal and legislative body of the Town of Highland, from time to time, encounters issues of public import which warrant an expression from the elected representatives as part of the public discourse on environmental matters, and;

WHEREAS, Managing our natural resources in a sustainable manner is essential for the health and well-being of all people, as well as future generations, and;

WHEREAS, Nature and the plant and animal life that occupy the ecosystem, which share the Earth, offer not only an intrinsic value but also contribute to the well-being of our economy, culture, and way of life, and;

WHEREAS, Environmental Sustainability benefits a town economically, socially, and environmentally, and;

WHEREAS, Businesses, Community Leader's and Citizens should partner together to improve the environmental quality of our community by working together to create a clean and safe environment for current and future generations, and;

WHEREAS, The Highland Neighbors for Sustainability wishes to provide volunteer services to the Town of Highland regarding Environmental Sustainability Issues by coordinating and educating the general public on initiatives that improve the environmental quality of the Town of Highland, and;

WHEREAS, The Highland Neighbors for Sustainability wishes to assist the Town of Highland in applying for grants with various governmental entities, foundations, and corporations that benefit the Town of Highland environmentally, and;

WHEREAS, The Highland Neighbors for Sustainability wishes to assist the Town of Highland by presenting educational materials, holding meetings and lectures regarding Environmental Sustainability efforts as they apply to issues such as the use of alternative energy sources, proper waste disposal, composting, recycling, repurposing, and promoting native ecological flora and fauna in the Town of Highland.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The prefatory statements above are herein incorporated by reference.
2. The Highland Town Council shall recognize the Highland Neighbors for Sustainability as an Advisory Associate Partner Organization for the Civil Town of Highland.
3. The Highland Neighbors for Sustainability may assist in educating the citizens of the Town of Highland on best practices concerning environmentally sustainable operations.
4. The Highland Town Council encourages the Highland Neighbors for Sustainability to utilize the Gazebo Express and submit editorial pieces for publication in the Gazebo Express regarding Environmental Sustainability.

5. The Highland Town Council, through the Redevelopment Commission, will assist the Highland Neighbors for Sustainability for the purpose of applying for grants with various governmental entities, foundations, corporations.
6. All grant applications must be approved by the Highland Town Council prior to submission.
7. The Redevelopment Director or Assistant will act as a professional staff liaison between the Highland Neighbors for Sustainability and the Highland Town Council in the cooperation and coordination of attaining grants.
8. The Highland Town Council member who serves as Liaison to the Redevelopment Commission will also serve as the liaison between the Highland Town Council and the Highland Neighbors for Sustainability.
9. This Resolution continues the initial probationary period of the Neighbors for Sustainability for an additional year through the end of 2024, and will be revisited on or before the end of 2024, at which time the Highland Town Council will explore the formation of a Sustainability Commission. However, the Highland Town Council may decide to unilaterally terminate this partnership at any time with or without cause.
10. This *Sense of the Town Council of Highland Resolution* is not a bargained for exchange but rather a gratuitous promise from the Highland Town Council that is not supported by consideration of any kind. Moreover, this *Sense of the Town Council of Highland Resolution* shall not be construed as a grant of any authority and/or property right to any member of the Highland Neighbors for Sustainability or to the Highland Neighbors for Sustainability organization, as a whole.
11. The Highland Neighbors for Sustainability are not employees of the Town of Highland and the Highland Neighbors for Sustainability cannot act on behalf of or bind the Town of Highland without the express written consent and approval of the majority of the Legislative Body of the Town of Highland.
12. The Town of Highland by and through its elected officers now wishes to offer a *distinct* public expression on the public importance of this matter.
13. That the Highland Town Council hereby recognizes the Neighbors for Sustainability as an Advisory Associate Partner Organization with no other purpose, express or implied unless expressly modified.

14. That the Highland Town Council is supportive of measures that further promote Environmental Sustainability.

15. That it is further the sense of the Highland Town Council to urge all citizens to participate in initiatives or programs that improve the environmental quality and well-being of the Town of Highland.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 8 day of April, 2024. Having been passed by a vote of 3 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

2. Works Board Order No. 2024-22: An Order of the Works Board Accepting the Proposal from Chicago Drone Light Shows to design and safely operate a Drone Show on July 7, 2024 for the Town of Highland, Associated with Independence Day 4th of July Celebration.

Councilor Turich moved the passage and adoption of Works Board Order No. 2024-22, Councilor Black seconded.

Discussion:

Councilor Turich began by complimenting Alex Robertson for all of his efforts in going out and evaluating each one of the sites, spending time with the Fire Chief and the vendor. He continued that he didn't think the fireworks could be done safely this year. With the constraints that we have with the sewer project, the Town is going to have to

take a different direction. The drone show is not a normal course of action for the Town of Highland. Its not normal for the Town of Highland not to have fireworks on the Fourth of July but evaluating our current options and discussing them as a group, the drone show is the best option. This may not be the best solution but I think everyone understands that fireworks are definitely the way we want to go but we can't do it this year. He said it is an opportunity to test the waters.

Councilor Scheeringa said he felt that if we cancelled the fireworks, the Town would be throwing away money. He questioned if the fireworks were to be moved to a different location, would that location be safe. He considered those 2 things in making his decision.

Park Superintendent Alex Brown asked if anyone had checked with the FAA? Attorney Reed said the FAA has an office in a Chicago suburb and they're pretty accessible.

Public Works Director Mark Knesek explained again the reasons while Homestead could not be used this year to the Council. He said with the sewer project and construction of the pump station, it made Homestead not by a viable option this year for the fireworks. Briefly, a 60" sewer pipe is being placed in a 30' hole. This proposes a safety issue for those walking in the park.

Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the municipal executive.

Town of Highland
Board of Works
Order of the Works Board 2024-22

AN ORDER OF THE WORKS BOARD ACCEPTING THE PROPOSAL OF CHICAGO DRONE LIGHT SHOWS TO PROFESSIONALLY DESIGN AND SAFELY OPERATE A DRONE SHOW ON JULY 7, 2024 FOR THE TOWN OF HIGHLAND, ASSOCIATED WITH INDEPENDENCE DAY FESTIVITIES, AND TO COMPLY WITH THE PROVISIONS OF IC 22-5-1.7 ET SEQ.

WHEREAS, THE TOWN OF HIGHLAND, AS PART OF ITS EXERCISE OF PUBLIC POWERS RELATED TO CULTURE AND RECREATION, GENERALLY CONFERRED IN IC 36-10-2, ANNUALLY MARKS THE ANNIVERSARY OF THE NATION'S DECLARATION OF INDEPENDENCE, WITH APPROPRIATE FESTIVALS AND FIREWORKS AND PYROTECHNICS DISPLAYS;

Whereas, The Clerk-Treasurer, pursuant to Section 3.05.050(D)(9) of the HMC, serves as the Purchasing Agent for any department or office for which an agent is not otherwise expressly provided, and for all executive departments of the municipality; and

WHEREAS, THE *CHICAGO DRONE LIGHT SHOWS* OF LAPORTE, INDIANA HAS PRESENTED TO THE COMMUNITY EVENTS COMMISSION A PROPOSED AGREEMENT FOR

PROFESSIONALLY DESIGN AND SAFELY OPERATE A DRONE SHOW FOR THE TOWN OF HIGHLAND TO BE CONDUCTED ON JULY 7, 2024;

WHEREAS, THE COMMUNITY EVENTS COMMISSION FAVORABLY RECOMMENDS TO THE PURCHASING AGENCY, THE APPROVAL OF THE PROPOSED AGREEMENT FOR PROFESSIONAL DESIGN AND SAFELY OPERATE A DRONE SHOW FOR THE TOWN OF HIGHLAND TO BE CONDUCTED ON JULY 7, 2024 *CHICAGO DRONE LIGHT SHOWS OF LAPORTE INDIANA*;

WHEREAS, THESE PROFESSIONAL SERVICES OWING TO THEIR UNIQUE REQUIREMENTS AND CHARACTER, AS A SERVICE, MAY BE PURCHASED IN A MANNER THAT IS DETERMINED TO BE REASONABLE, PURSUANT TO SECTION 3.05.090 OF THE HMC AND IC 5-22-6;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1) of the HMC serves as purchasing agency for the Municipality and its executive departments except those executive departments which are expressly subject to the purchasing authority of a relevant governing board of jurisdiction; and

Whereas, The purchase price exceeds \$10,000.00 and *involves a commitment for more than one year*, pursuant to Section 3.05.040 (C) of the HMC requires the express approval of the purchasing agency; and; and

Whereas, The purchase of services will be supported by the several funds of the Town and there is sufficient appropriation or resources in order to support the purchase of services; and

Whereas, The Town Council now desires to approve, authorize and allow the purchase of services pursuant to the terms stated herein.

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, as follows:

Section 1. That the proposal for pyrotechnic and fireworks display services of **Chicago Drone Light Shows**, 3999 E. Hupp Road, LaPorte, Indiana, 46350, prepared and presented by its Event Coordinator, Randy McCasland, which includes presentation of a Drone Light Show in the Evenings of July 7th, 2024, according to the written terms set forth in the proposal, is hereby accepted, approved and adopted in every respect, provided that **Chicago Drone Light Shows** complies with the provisions of IC 22-5-1.7 et seq., and completes the relevant portions of the attached exhibit styled as Addendum for e-verify;

Section 2. That the fees for performance of the service identified in the proposal of \$34,500 for the drone show to be conducted on July 7th, is found to be reasonable and fair for the services described;

Section 3. That the Town Council finds and determines that the manner of purchase for these professional services owing to their unique requirements and character as a service, is both reasonable and appropriate, pursuant to Section 3.05.090 of the HMC and IC 5-22-6;

Section 4. That the Clerk-Treasurer is hereby authorized to issue a purchase order, if applicable, to **Chicago Drone Light Shows** and to execute all documents necessary to implement the purchase of services thereof;

SECTION 5. THAT THE PROPER OFFICERS OF THE MUNICIPALITY ARE HEREBY AUTHORIZED TO IDENTIFY THE SEVERAL FUNDS OF THE MUNICIPALITY THAT MAY BE LAWFULLY EXPENDED IN ORDER TO SUPPORT AND IMPLEMENT THE PURCHASE OF THESE SERVICES.

Be it so Ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April 2024 having passed by a vote of _3 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

**CLAUSE (ADDENDUM) and AFFIDAVIT ADDENDUM TO BE ADDED TO
CONTRACT FOR SERVICES TO BE PROVIDED TO TOWN OF HIGHLAND
(as required by I.C. 22-5-1.7 -11, effective July 1, 2011)**

Verification of Work Eligibility Status

2. Randy McCasland, Director of Operations of CHICAGO DRONE LIGHT SHOWS, (hereinafter called "Contractor") understands and agrees that:

(C) it is required to enroll in and verify the work eligibility status of all employees hired after the date of this contract through the E-Verify program.

(D) This requirement shall be waived if the E-Verify program ceases to exist. For the purposes of this paragraph, the *"E-Verify program"* means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and control Act of 1986 (P.L. 99-603); and

2. An authorized representative of the Contractor has signed the attached affidavit concerning the employment of unauthorized aliens.

This contract clause is developed pursuant to SEA 590 codified as IC 22-5-1.7-11 (a)(1).

**AFFIDAVIT OF SERVICE PROVIDER or CONTRACTOR
WITH THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA
REGARDING HIRE OF UNAUTHORIZED ALIENS**

State of Indiana)
) **SS:**
County of Lake)

A F F I D A V I T

I, the undersigned, authorized representative, authorized officer or agent of **CHICAGO DRONE LIGHT SHOWS**, hereinafter called "contractor", which has a contract for services or goods with the Town of Highland, Lake County, Indiana, having given solemn affirmation, hereby depose(s) and say(s), that the contractor does not knowingly employ an unauthorized alien.

FURTHERETH AFFIANT SAYETH NOT.

Signed: _____, Affiant.
 RANDY McCASLAND, DIRECTOR OF OPERATIONS

Certificate of Notary

On this ____ day of _____, 2024, before me personally came and appeared **the affiant herein named**, known and known to me to be the individual described in and who executed the foregoing instrument, and who duly acknowledged to me that she executed same for the purpose therein contained.

In Witness Whereof, I hereunto set my hand and official seal.

My commission expires: _____.

County of Residence: _____.

(seal)

NOTARY

The relevant law:

IC 22-5-1.7-2 "Contractor"

Sec. 2. As used in this chapter, "contractor" means a person that:

(1) has entered into; or

(2) is attempting to enter into;

a public contract for services with a state agency or political subdivision.

IC 22-5-1.7-6 "Public contract for services"

Sec. 6. As used in this chapter, "public contract for services" means any type of agreement between a state agency or a political subdivision and a contractor for the procurement of services.

IC 22-5-1.7-11 Contractors with public contract for services required to use E-Verify program; business entities that receive certain grants required to use E-Verify program

Sec. 11. (a) This subsection applies only to a public contract for services entered into or renewed after June 30, 2011. A state agency or political subdivision may not enter into or renew a public contract for services with a contractor unless:

(1) the public contract contains:

(A) a provision requiring the contractor to enroll in and verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program; and

(B) a provision that provides that a contractor is not required to verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program if the E-Verify program no longer exists; and

(2) the contractor signs an affidavit affirming that the contractor does not knowingly employ an unauthorized alien.

2. **Resolution No. 2024-07:** A Resolution of the Fiscal Body of the Town of Highland approving the cancellation of the 2024 pyrotechnics and fireworks associated with the Independence Day Festivities between the Town of Highland and Mad Bomber Fireworks Productions.

2. Motion to move the fireworks location to Shepard Park

3. **Works Board Order No. 2024-23:** An Order Finding And Determining Certain Personal Property Of The Municipality As No Longer Needed For The Purposes For Which Originally Acquired Or Have Been Left In The Custody Of An Officer Or Employee Of The Town Of Highland And Have Remained Unclaimed For More Than One (1) Year Or Have Been Deemed Worthless And Of No Market Value.

Councilor Black moved the passage and adoption of Works Board Order No. 2024-23, inclusive of the exhibit and approving transfer without advertising to Hearts in Motion. Councilor Turich seconded.

Discussion:

Chief Pipta said that the gear that is being donated is no longer accepted in the United States because of its age. Most of the gear is worn out but it can be used by a third world country. He said there is a container leaving for Guatemala on the 24th of April. He said, we have even sent some of our fireman there to help train their firefighters.

Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted.

The Town of Highland
Board of Works Order No. 2024-23

AN ORDER FINDING AND DETERMINING CERTAIN PERSONAL PROPERTY OF THE MUNICIPALITY AS NO LONGER NEEDED FOR THE PURPOSES FOR WHICH ORIGINALLY ACQUIRED OR HAVE BEEN LEFT IN THE CUSTODY OF AN OFFICER OR EMPLOYEE OF THE TOWN OF HIGHLAND AND HAVE REMAINED UNCLAIMED FOR MORE THAN ONE (1) YEAR OR HAVE BEEN DEEMED WORTHLESS AND OF NO MARKET VALUE AND FURTHER AUTHORIZING AND APPROVING DISPOSAL OF SAID PROPERTY TO HEARTS IN MOTION.

Whereas, The Town Council for the Town of Highland is the Works Board of the Municipality pursuant to IC 36-1-2-24(3) and

Whereas, The Town Council has been advised by the Fire Department that several items of personal property, and which all owned by the municipality are no longer needed for the purposes of which it was originally acquired, pursuant to IC 5-22-22; and

Whereas, The Fire Chief has recommended and requested that disposal of certain personal property be authorized, all pursuant to the provisions of IC 5-22-22 et seq.; and,

Whereas, The Town Council now desires to favor the recommendation and take those steps necessary to authorize and approve a disposal of personal property of the municipality pursuant to the applicable law,

Now, Therefore, Be it ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the Town Council of the Town of Highland acting as the works board, hereby finds and determines the following:

- (A) That there are certain articles of personal property possessed or owned by the municipality that are no longer needed, unfit for the purposes for which they were acquired, pursuant to IC 5-22-22-3; or,
- (B) That these same articles of personal property possessed or owned by the municipality that have been left in the custody of an officer or employee of the Town of Highland and have remained unclaimed for more than one (1) year, pursuant to IC 5-22-22-3; or,
- (C) That these same articles of personal property possessed or owned by the municipality, that may be deemed worthless or no market value as the

estimated costs the sale and transaction of the property exceed the property value, pursuant to IC 5-22-22-8;

- (D) That these items of personal property are more particularly described in an exhibit attached to and incorporated in this works board order;
- (E) That the value of any single item of personal property is less than one thousand dollars (\$1,000) and that all the items of personal property together are less than \$5,000, all pursuant to IC 5-22-22; and
- (F) That the transfer by private sale without resort to notice of those items of personal property of the Highland Fire Department to Hearts in Motion is be hereby found to be authorized and lawful;

Section 2. That the Fire Chief is hereby authorized and instructed to cause a lawful disposal or transfer of the personal property identified in this Works Board Order by public or private sale or transfer without advertising pursuant to IC 5-22-22-6;

Section 3. That no proceeds are expected but should proceeds arise, any and all proceeds yielded from the lawful disposal or transfer authorized by this order shall be deposited with the Office of the Clerk-Treasurer, where such proceeds shall be deposited to the credit of the Corporation General Fund.

Be it so ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 8th day of April 2024 having passed by a vote of 3 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

EXHIBIT OF PERSONAL PROPERTY FOR DISPOSAL

59 sets of boots
30 helmets
12 fire coats
17 bunker pants

Comments from the Town Council:

(Good of the order)

• **Councilor George Georgeff:** *Chamber of Commerce; • Liaison to the Board of Water Works • Co-Chair Town Board of Metropolitan Police Commission • Redevelopment Commission Member*

In Councilor Georgeff's absence, he was attending a Water Board Conference, Councilor Scheeringa gave Councilor Georgeff's report. He began by acknowledging Metropolitan Police Chief Ralph Potesta who went over the last two (2) weeks crime statistics:

Police Notes for Town Council Meeting 04/08/2024:

1 Robbery – Call came out as a Battery. The altercation involved parties who all knew each other. One subject had her cell phone stolen during the incident. Technically this is a Robbery since the property was stolen by use of force. Case being presented to the Prosecutors Office.

1 Burglary – Subway on Main St. – Employee charged

Retail Theft:

Only 1 - Kohl's – over \$700 in merchandise stolen – suspect vehicle was a dark grey cargo van with IL plates. No suspects in custody as of now. Detectives reviewing footage.

8 Domestic Disturbance calls – 3 arrests made for Domestic Battery

1 Auto Theft – Approx. 4:30am today a passerby observed a 2020 Dodge Durango fleeing the lot of Thomas Dodge at a high rate of speed. Officers determined that 3 young males broke the front gate and stole the Durango from the lot.

3 DUI arrests made

Scams:

Elderly resident received a call from what was purported to be H&R Block. They conned her into providing her Date of Birth and SSN. Shortly afterwards, she started to question the validity of the call and ended up calling H&R Block direct. They informed her this was a scam as they would never ask a customer to provide identifiers over the phone. No loss at this time.

Female resident lost her cell phone – over \$2,300.00 in fraud committed on her Zelle and Cash App accounts – Suspect started calling victims contacts asking them for money – An attempt was made to deposit a fraudulent \$6,000.00 check into victim's bank account. No suspects at this time.

35 Accidents covered – Only 1 involved injury

Extra Patrols out during the Eclipse today – Focused around schools as some kids were outside watching – Our VIPS, detectives, and police administrators were all driving around - no issues

Pancake Breakfast – May 4th (9am – Noon) – Tickets available from several of our officers as well as at the PD Support Services window.

• **Councilor Doug Turich:** *Park and Recreation Board Liaison • Liaison and Plan Commission Member • Advisory Board of Zoning Appeals Liaison • Redevelopment Commission Member*

Councilor Turich began by acknowledging Park Superintendent Alex Brown who said the saga with the playground at Brantwood Park continues. He said they finally got permission to remove the old equipment, which they didn't have until just recently. They can only remove the old equipment which representatives of Nipsco present. That group wasn't available until this week, so the old equipment should be removed this week. He said they finally got approvals through all the transmission and gas line groups. The problem is now Nipsco's land department said we can't install the new equipment until we sign a new land use agreement. The current land use agreement is over 50 years old and outdated. Once the new one arrives, he will sign it and return to Nipsco. He said bid opening is this Wednesday for the new pickle ball courts at Meadows Park and redoing the tennis courts at Brantwood Park. He said they have had five (5) contractors pick up the bid packages, so hopefully we'll have competitive bids. Amazingly, Highland soccer started their season this weekend. He said Highland Little League will open their season this Thursday at Markley Park. He said the park crews have worked hard to get the softball fields ready at Meadows Park as Highland girls JV play their games there. The crews are now working on getting all the bathroom and concession stands unwinterized. The community band is holding their spring concert this Thursday night at the banquet hall at Lincoln Center. This concert usually draws a nice crowd. He concluded by saying Park Pride Clean-up day is April 20th from 9:00 to 11:30. Lunch will be served. Right now, 200 people have registered to help. That is also the day of the big arts and craft fair at the Lincoln Center field house.

In the absence of Building Commissioner Ken Mika, Councilor Turich said the Plan Commission continues not to meet. This makes the second straight month that the Plan Commission did not have a meeting. He said the BZA will be meeting in April as they have several things on their docket

• **Councilor Alex Robertson:** *Sanitary Board Liaison • Redevelopment Commission Member • Council of Community Events Commission Liaison • Public Works Liaison • Liaison to Main Street Bureau • Liaison to the Tree Board • Liaison to the Highland Neighbor for Sustainability.*

In Councilor Robertson's absence, Councilor Scheeringa gave Councilor Robertson's report and began by acknowledging Public Works Director Mark Knesek who gave an update on the pumping of water on south Kennedy Avenue. He said he knew some of the residents were concerned. He wasn't concerned about the water running off of the Hoosier Prairie or the Nipsco right of way. He was concerned where all the water was coming from. We had approximately 3" of rain which doesn't pose a problem. It takes usually 7 to 8" to back up to the apartments but after this rain it began to back-up in the apartments parking lot, so the public works crews began to pump the water down on Saturday. When they had pumped down some of the water, a public works employee stuck his hand in the pipe with a hook and pulled out a plastic planter box

that was wedged in the pipe, blocking the flow and causing the water to back up into the apartments parking lot. Once the plastic planter box was pulled out, the water began to flow like crazy. Making it difficult, is the pipe is on railroad easement and the Town couldn't do anything until they had permission from the railroad who doesn't normally answer the phone. When the railroad was advised that the water could wash out their railroad bed, the railroad responded pretty quickly. He was informed that the Town is responsible for maintaining the pipe that runs underneath the road way. Public works crews removed six (6) bags of garbage. Public works will camera the pipe once the water goes down. He said they can't put a screen over the openings because debris will clog it.

- **Councilor Tom Black:** *Redevelopment Commission Liaison and Member • Member of the Lake County Solid Waste Management District Board • Member of the Northwestern Indiana Regional Planning Commission (NIPRC) • Shared Ethics Representative • Liaison Traffic Safety*

Councilor Black began by acknowledging Redevelopment Director Maria Becerra who gave the following report:

REDEVELOPMENT COMMISSION
Jan-March 2024 Update

READI 2 STATE GRANT Submitted for **4.5 Million** for Kennedy Development

DEVELOPMENTS 4 Conversations & Negotiations

- _____ Kennedy North – Townhomes/Retail Development
 - Proposed Development ongoing negotiations 2024
 - _____ Kennedy South – Relocation of Hyre Electric & New Commercial Construction
 - Proposed Development ongoing negotiations 2024
 - _____ INDIANAPOLIS NORTH - 8141 Indianapolis (old Coach USA)
 - o Proposed Development - Redev. Parcel ongoing negotiations 2024
 - _____ INDIANAPOLIS - 8401 Property (old Ultra property)
 - o Proposed Development 2024 ongoing negotiations
- *Internal Activities in progress or completed
RFP Legal & Bond Counsel issued and engaged both
Financial Consultants working the projected financials
Appraisal quotes Involving Developments ordered and in progress
Coordination of meetings and communications with parties involved

Business Inquires and follow-ups 5

COMMERCIAL IMPROVEMENT GRANTS 2023

- _____ 2907 Jewett – Belmonte Restaurant under construction
- _____ 2927 Jewett - NWI Parkinsons – Grant awarded
- _____ 9501 Indianapolis – Kabira Realty – Grant awarded
- _____ 3905 Ridge Rd. – Grind House Café – Grant awarded
- _____ 2933 Highway – Ice Cream/Italian Ice – Grant awarded

Commercial Grant Inquiries total 4 currently awarded

SAFE STREET FOR ALL – Federal Award \$240,000 in Federal Funds for Safe Streets for All.
Finalized the required language with State Grant Representative, Grant signed by headquarters
Finalized the RFP issued April 1st due back May 1st.

ANNUAL REPORTING - Initiate and Coordinate Compliance with all.

*Tax Abatements CF-1, *Annual Report, *Capture Notice, *Overlapping Tax Unit Notices

ONGOING COLLABORATION AND COORDINATION WITH HIGHLAND MAIN STREET

- o Monthly Meetings and Assist with Activities and Events
- o 3 Summer Crawls
- o Thursday Market
- o Essay Contest,
- o Makers Market 2024
- o Restaurant Crawl – Monthly coordination and social media
- o Community Garden – Facilitated flyer of upcoming activities.

Coordination of Redev & Main Street Meeting, Agendas, Packets, Publication, Minutes, Payables. Quick follow-up on the electric repair of Neon Town of Highland Sign.

Councilor Turich asked Maria what was the status on the old Brew Fest that is on Kennedy Avenue. He said he hasn't seen any movement there and wanted to know the status. Maria said she didn't know but said she will check with the building department for an update. He then asked about the abandoned gas station on 45th Street. He said the property hasn't been maintained and is an eyesore. Chief Pipta said he would check on the status on the paper work. Chief Timmer before his passing, had filled out some paperwork and had submitted it down state. He then asked about the status of the demolition of the building on the corner of Indianapolis and Lincoln. He was told the owner had permission only to demo the building, nothing more. The architect wasn't going to proceed until Building Commissioner Ken Mika returns from his surgery. The architect knew the property was in the overlay district and wanted to meet with Mr. Mika before proceeding with design work. The architect was advised of the lighting issues.

• **Town Council President Philip Scheeringa:** *Town Executive (I.C. 36-1-2-5-(4); I.C. 36-5-2-2; I.C. 36-5-2-7); • Board of Trustees of the Police Pension Fund, Chair (By Law) • Budget Committee Chairman • Redevelopment Commission Member • Co-Chair Town Board of Metropolitan Police Commission • Fire Department Liaison • Information Communications and Technology Department Liaison • Building and Inspection Department Liaison.*

Councilor Scheeringa began by acknowledging saying Fire Chief Mike Pipta who recapped the fire activity for the month of March (the report is found under staff reports). He mentioned again the fire/police pancake breakfast on May the 4th at the Central Fire Station from 9 to noon. Tickets in advance are \$8. He said this Sunday, he will be driving the new Durango to the Indy Fire Show. He is going to put it on display, showing off all the lights Federal Signal installed free of charge.

Councilor Scheeringa acknowledged public works and the park department for all of their help in getting the soccer fields ready for opening day.

He then acknowledged IT Director Ed Dabrowski who said he is working on projects across the Town. There have been some changes in the personnel in the police department and he's getting them set up. He said he installing additional pieces of equipment in the Lincoln Center to help offset the big flows of registration issues. He said he making headway on a big major fire project improvement. He said the fire department have a bunch of projects. He said he has the equipment to install on the new vehicles but he doesn't have the vehicles. He continues to do the audits of equipment, making sure the equipment is where it is supposed to be. He said he is also working with public works on their time clock software. The software was purchased several years ago but they have never been able to get it fully operational.

That concluded comments from the Council and President Scheeringa then turned it over to comments from visitor's or residents, reminding them to limit it to 2 minutes.

Comments from Visitors or Residents:

Larry Kondrat, Highland asked about when was the Park Department garage sale? He was asking for his wife who is a garage sale junkie and she thought the Park Department garage sale at Lincoln Center is at the same time the HCCE is having their garage sale. He thought they would be competing against each other. Councilor Scheeringa did confirm that the HCCE's garage sale was the same day as the Park Department's garage sale at Lincoln Center. He then asked Redevelopment Director Maria Becerra if he heard correctly that the developer of the Kennedy Avenue housing development is looking for assistance in the amount of \$4.5mm?

Maria said the Town has applied for a Redi State Grant in the amount of \$4.5mm that will be given to the developer for the proposed town homes that would be for sale on the north end of Town, should the grant be awarded.

Larry then asked Maria, you mentioned Redi State Grant in your report. Where does that money come from? The state? So, you are proposing using Redevelopment state money in the amount of \$4.5mm for a housing project?

Maria said it is town houses for sale?

Larry asked if people were going to live in them? Maria answered yes. He then said, it is a housing project. He said let us not be silly with our answers. I've asked three (3) times if the grant is going to be used for a housing project? Something that people are going to live in, whether a condo or town house or some other kind of real estate.

Attorney Reed said this is not a question and answer session. Make your statement and your two (2) minutes are up.

Linda Carter, Highland, gave to the Council and update on the things the HCCE accomplished since the last Council meeting. She said the HCCE is focusing on finding some children acts to go on before the bands start. She thanked the Council for making the beer garden operator selection and the drone show on the 7th of July.

Councilor Scheeringa asked if there were any other comments. Hearing none, he closed comments from the public and brought it back to the Council. He then asked for a motion to pay claims.

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Turich moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period March 27, 2024 through April 9, 2024. Councilor Black seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Accounts payable vouchers March 27, 2024 to April 09, 2024 in the amount of **\$715,249.66**.

**General Fund, \$387,884.86; MVH Fund, \$37,174.48;
LAW Enforcement Continuing Education, Training and Supply Fund, \$860.81; Public
Safety Income Tax, \$27,636.20; Special Events; \$1,111.65;
MCCD, \$1,167.98; Information and Communications Technology
Fund, \$23,655.44; Police Pension, \$12,000.00; Insurance Premium, \$223,758.24;**

Payroll Docket for payday of March 22, 2024 by fund:

General, \$293,148.78

Payroll Docket for payday of March 22, 2024:

Office of Clerk-Treasurer, \$16,341.33; Building and Inspection Department, \$10,838.93; Metropolitan Police Department, \$135,895.03; Public Works Department (Agency), \$75,356.83; Fire Department, \$2,296.50 and Information and Technology Department, \$4,205.45; Total Payroll: \$244,934.07.

Payroll Docket for payday of March 29, 2024 by fund:

Total Payroll by fund: \$81,432.21.

Payroll Docket for payday of March 29, 2024:

Boards & Commissions. \$11,143.64; Police Pension, \$69,436.09;

Total Payroll: \$80,579.73.

Payroll Docket for payday of April 5, 2024 by fund:

General, \$312,780.18

Payroll Docket for payday of April 5, 2024:

Office of Clerk-Treasurer, \$17,158.41; Building and Inspection Department, \$11,113.27; Metropolitan Police Department, \$152,475; Public Works Department (Agency), \$76,097.55; Fire Department, \$2,414.46 and Information and Technology Department, \$4,205.45; Total Payroll: \$263,464.14.

Adjournment of Plenary Meeting. There being no further business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, April 8, 2024, adjourned at 7:30 o'clock p.m.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of April 22, 2024.